



Position: Licensed Optician
Location: Newark, NJ
Job Type: Full-time

About Vision To Learn

Vision To Learn is a non-profit organization that provides free eye exams and free glasses to students in low-income communities to give them every chance to succeed in school and in life. The program was founded in Los Angeles in 2012 and has since expanded to schools throughout areas of California, Delaware, Georgia, Hawaii, Iowa, Maryland, Michigan, New Jersey, North Carolina, and Pennsylvania.

Since our inception, Vision To Learn has provided over 300,000 children with eye exams and over 275,000 children with free glasses. Vision To Learn partners with school districts to provide eye exams and glasses (if needed), free of charge, to children in low-income communities with unmet needs for vision services. Our mobile eye clinics arrive at the school on a pre-scheduled date. We see an average of 20 students daily on our mobile clinic.

Position Description

Vision To Learn is seeking a qualified candidate for an optician. This position will be full-time 30-35 hours per week beginning spring of 2021.

Key position responsibilities:

- Oversee the operation of a mobile eye clinic. Maintain the highest possible professional standards in driving performance, and customer service to the patients while onboard the vehicle. Responsible for safe transportation of the vehicle to predetermined site visits and return to the secure parking facility
- Set up the clinic, monitor inventory, and ensure that all patient and administrative paperwork facilitates an efficient workflow
- Conduct pre-testing for eye examinations and maintain the highest possible professional standard
- Measure, fit, and adapt frames for patients according to written optical prescriptions. Assist patients with selecting frames and measure patients for the size of eyeglasses. Coordinate frames with facial and eye measurements and optical prescription
- Dispense glasses to patients
- Conduct vision screenings
- Ability to lift up to 20 pounds and to exert well-paced mobility for an 8-hour shift including standing, walking, bending, and squatting
- Prepare reports, orders, and replacement glasses
- Follow-up calls with the patient and/or patient families for feedback
- Load, secure, inspect, and fuel vehicle before and as necessary during the course of the shift
- Keep the vehicle and internal work area within the vehicle organized and clean for safety and efficiency

Qualifications

- Licensed New Jersey Optician
- Valid driver's license required, with clean driving record and familiarity with the Newark, NJ Metro area; driving transcript must be provided and one must have a vehicle in good working condition to travel to sites for glasses dispensing.
- Willing to travel throughout Northern and Central New Jersey.
- Successful track record of working with children and school administrators
- Excellent organizational and prioritization skills

- Strong interpersonal and written communication skills
- Must pass Department of Justice background check (LiveScan), fingerprinting, TB, and drug test
- Experienced using Microsoft Office – Outlook, excel, word; EMR systems experience a plus.
- Spanish or other language skills a plus

Successful candidates will have a proven track record for success, with positive, proactive attitudes who are dedicated to our mission. Vision To Learn is a rapidly growing organization and team players are critical to our collective success. For more information please visit www.visiontolearn.org.

Vision To Learn is committed to a diverse staff and to a culture that holds equity as a value and a priority. VTL welcomes applicants who bring a variety of perspectives, experiences, and competencies. People of color, women, people with disabilities, and LGBTQIA+ persons are strongly encouraged to apply. VTL is an equal opportunity employer and does not discriminate based on race, creed, color, religion, ethnicity, national origin, party or political affiliation, sex, sexual orientation or gender identity, age, disability, veteran status, marital status, or any illegal or prohibited factor.

COVID-19 Considerations

In an effort to protect the health and well-being of our employees, we have implemented best practices for ensuring social distancing and a clean and safe work environment, including the provision of personal protective equipment.

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Qualified applicants should email resume and cover letter to careers@visiontolearn.org.